

COUNTY OF YORK, VIRGINIA

CENTRAL PURCHASING
120 ALEXANDER HAMILTON BLVD
P.O. BOX 532
YORKTOWN, VIRGINIA 23690

REQUEST FOR QUOTATION

THIS NUMBER MUST APPEAR ON
ALL CORRESPONDENCE:
QUOTATION NUMBER : 04-01661-L

DATE: 12/22/2003

Please quote ON THIS SHEET or your letterhead your best price F.O.B. DESTINATION for the articles specified below, and state how soon you can furnish the same. PLEASE DO NOT FAIL TO SIGN AND DATE QUOTATION. Send additional data or illustrations if necessary. (*If quotation other than York County, state shipping point, weight, etc.)

() The order may be placed for only a part of the merchandise listed below.

(XX) The order will be placed as a whole.

(unacceptable substitutions excepted.)

<http://www.yorkcounty.gov/purchasing/>

FAX (24 Hours a day): 1-757-890-3689

Louise Stokes, CPPB

Telephone: 757/890-3680

Item	Quan.	Description	Unit	Total
NEW QUARTER PARK				
1.	11 EA	SHELTERS: 12' X 12' LAMINATED WOOD	\$_____.	\$_____.
2.	1 EA	SHELTER: 20' X 20' LAMINATED WOOD	\$_____.	\$_____.
3.	1 EA	SHELTER: 20' X 28' LAMINATED WOOD	\$_____.	\$_____.
4.	1 EA	SHELTER: 20' X 36' LAMINATED WOOD	\$_____.	\$_____.
- SEE ATTACHED DETAIL SPECIFICATIONS				
SCOPE OF WORK, TERMS AND CONDITIONS.				
- INSURANCE REQUIREMENTS				
- PRICE QUOTE TO INCLUDE FIVE (5) SETS				
OF DRAWINGS, TWO (2) SETS SERVICE/				
MAINTENANCE MANUALS & TWO (2) SETS OF				
MANUFACTURERS LITERATURE.				

FOR QUESTIONS RELATING TO THIS QUOTATION
CONTACT T. ASHE CALL (757)890-3823.

Please return by: 01/09/04

Shipment can be made in ____ Days. Terms: _____

Name of firm: _____ Fed. Tax ID# _____

By: _____ Phone: (____) _____

Address: _____ FAX: (____) _____

COUNTY OF YORK, VIRGINIA

TOTAL: \$_____.

- 1.0 **PURPOSE:** It is the express purpose of this Request for Quotation (RFQ) to purchase structural glued laminated wood park shelters for the Department of General Services, Grounds Maintenance Division, and County of York, Virginia.
- 2.0 **GENERAL:** The Grounds Maintenance Division, Department of General Services, provides Specifications as described in General Specifications below. Pricing shall be F.O.B. 201 Operations Drive, Yorktown, Virginia. Dealer service prior to delivery shall include complete in-service check and all accessories, at no additional cost to the County.
- 3.0 **SPECIAL CONDITIONS:** All manufacturers shall supply the following information. Additional typewritten sheets may be attached to this form if necessary.

New units offered under this advertisement shall be new, standard production models of the latest design in current production. Materials shall be of good commercial quality for the intended service and shall be treated to resist rust, corrosion and wear. The design of the mechanical members shall be such that the stress imposed through normal shock loads at maximum torque shall not cause rupture, permanent deformation or undue wear of any member.

The bidder has been in business supplying this type of shelters outlined in these specifications for _____ years.

The manufacturer has been in business supplying this type of shelters outlined in these specifications for _____ years.

The manufacturer shall satisfy the purchasing official that he maintains a store or branch within _____ miles of the location of the shelters, staffed with qualified servicemen and with provisions for storing a representative supply of parts for the shelters offered and with provisions for securing parts from the manufacturer within a reasonable length of time.

References: The manufacturer shall list below at least three (3) recent references for whom he has provided this type of shelters. Include the date the shelter was furnished, the name, address and phone number of the person that York County should contact.

<u>Client</u>	<u>Date</u>	<u>Address</u>	<u>Phone Number</u>
---------------	-------------	----------------	---------------------

1.

2.

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3.

The manufacturer must submit with their bid the latest printed specifications and advertising literature on the units they propose to furnish. Literature describing units is attached: _____ Yes
_____ No

The manufacturer shall be prepared to give a complete demonstration of the merits of the shelters offered as directed by the purchaser. The shelters so demonstrated shall be complete as offered by the manufacturer.

The manufacturer shall list on a separate sheet of paper any variations from, or exceptions to, the conditions and specifications of this bid. This sheet shall be labeled, "Exception(s) to bid conditions and Specifications", and shall be attached to the bid.

The price(s) quoted shall include all transportation charges fully prepared to York County Maintenance Shop, 201 Operations Drive, Yorktown, Virginia.

The price(s) quoted shall include five (5) sets of drawings, two (2) service/maintenance manuals and two (2) sets of manufacturer's literature.

All necessary dealer service shall be performed by dealer prior to delivery.

Installation: Upon delivery of equipment and materials, vendor shall provide installation, shop drawings and instruction on service/maintenance of the shelters at no additional cost to the County.

Warranty: Warranty period to commence upon delivery. Written warranties and performance guarantees required. Warranty information to be provided at submission of quotation.

Standard items shall be those listed in the manufacturer's most recent published literature for the item(s) offered.

Laminated wood beams as delivered shall conform to all applicable state and federal regulations. Shelters as furnished shall conform to applicable OSHA and certification requirements, American National Standards Institute (ANSI) Safety Standards and Consumer Products Safety Commission standards for park shelters.

All graded bolts and fasteners used in construction of the shelters frame and body and the attachment of major components to the frame or body shall meet or exceed S.A.E. specifications when tested to the standards specified for the grade head marking on the tested bolt. All Grade 5 or Grade 8 bolts shall have head markings. Such head markings shall not be included on the then current Suspect Bolt Head Mark List.

Where specified standards are in conflict, the more stringent of the two shall apply.

The County reserves the right to accept or reject any bid that is felt not to be beneficial for the County. The County reserves the right to remove any item from the bid list at anytime.

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Address: _____ FAX: (____) _____

4.0 SPECIFICATIONS:

4.1 ITEM #1: 12' x 12' LAMINATED WOOD SHELTER

4.2 **Quantity:** Eleven (11)

4.3 **Description:** The Raleigh by EnWood Structures, LLC is a pre-fabricated standard shelter package complete, including roofing felt, galvanized steel columns, shingles, and all connecting hardware and nails needed for proper installation.

4.4 **Application:** General purposes, the laminated wood shelter is to be used in a County park and recreation setting.

County Specifications	Manufacturer Specifications
A. Manufacture	A. Manufacture
Manufacture of the structural glued laminated wood components shall conform to the manufacturing requirements of the American Institute of timber Construction Standards and Standard Specifications for Glued Laminated Timber, AITC 117.	
B. Quality Control	B. Quality Control
Quality Control shall be provided in accordance with ANSI/AITC A190.1- latest edition, American National Standard for Wood Products – Structural glued Laminated Timber, and the American Institute of Timber Construction Inspection Manual AITC-200.	
C. Lumber	C. Lumber
Laminating lumber shall be kiln-dried Southern Pine maximum 15% moisture content graded to meet the requirements of Standard Specifications for Structural Glued Laminated Timber, AITC 117. Lumber combination shall be determined by the design requirements for each	

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County Specifications	Manufacturer Specifications
component and designated on the fabricator's shop drawings.	
D. Adhesives	D. Adhesives
Adhesives shall be wet-use (waterproof) complying with ANSI/AITC A190.1-latest edition.	
E. Columns	E. Columns
Standard shelters to have embedded 5" x 5" x 3/16" minimum hot dipped galvanized steel tube columns. Each column will be encased in concrete as specified by manufacturer's drawings.	
F. Roof Deck	F. Roof Deck
Two inch nominal (1 7/16 – 1 7/8") #1 Grade, single tongue and groove with V-joint bottom finish face, maximum 15% moisture content, kiln-dried Southern Pine. Joints of various lengths decking should end over beams to insure no visible end joint in roof decking.	
G. Fascia	G. Fascia
2" x 6" fascia, Southern Pine, #1 SPIB Grade, pressure-treated in accordance with American Wood Preservers Association Standards.	
H. Roofing	H. Roofing
Class A fire rated fiberglass dimensional shingles (30-35 Year Warranty) with one layer of 30 lb. Felt. Standard shelter to have medium brown color shingles.	
I. Hardware	I. Hardware
Galvanized roofing nails to be included. All steel and hardware for beam and column connections plus nails for installation of decking and roofing material are included. All steel and hardware connections to be hot dipped galvanized.	
J. Design	J. Design
The structural systems are designed to sustain actual dead load in conjunction with 30 PSF live load or 20 PSF wind	

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County Specifications	Manufacturer Specifications
load, whichever combination is critical. The rigidity offered by embedment of the steel columns provides overall lateral stability. Roof slope 3:12.	
K. Drawings	K. Drawings
The fabricator will furnish complete shop drawings for contractor/architect's approval. Three (3) sets of Installation instructions are to be included. A signed Commonwealth of Virginia Professional Engineer seal/stamp must appear on each drawing indicating Name, Date, and Number. Drawing number, sheet number and project number shall be included on each sheet.	
L. Appearance Grades	L. Appearance Grades
Appearance Grade shall be Architectural unless otherwise specified.	
M. Finish	M. Finish
Exposed faces of glulam members to receive one coat of factory-applied clear penetrating sealer. Staining of laminated members and roof decking is to be clear.	
N. Protection	N. Protection
Members shall be individually wrapped.	
O. Storage and Erection	O. Storage and Erection
The general contractor is responsible for protection of the materials after arrival at destination. If stored temporarily, members should be placed on blocks well off the ground and separated with wood strips so that air can circulate around each member. Cover top and bottom with moisture-resistant paper. Use non-marring slings when handling.	

5.1 ITEM #2: 20' x 20' LAMINATED WOOD SHELTER

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5.2 **Quantity:** One (1)

5.3 **Description:** The Raleigh by EnWood Structures, LLC is a pre-fabricated standard shelter package complete, including roofing felt, galvanized steel columns, shingles, and all connecting hardware and nails needed for proper installation.

5.4 **Application:** General purposes, the laminated wood shelter is to be used in a County park and recreation setting.

5.5 Specifications same as County specifications above (Section 4.4)

6.1 **ITEM #3: 20' x 28' LAMINATED WOOD SHELTER**

6.2 **Quantity:** One (1)

6.3 **Description:** The Raleigh by EnWood Structures, LLC is a pre-fabricated standard shelter package complete, including roofing felt, galvanized steel columns, shingles, and all connecting hardware and nails needed for proper installation.

6.4 **Application:** General purposes, the laminated wood shelter is to be used in a County park and recreation setting.

6.5 Specifications same as County specifications above (Section 4.4)

Please return by: 01/09/04

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By: _____ Phone: (____) _____

Address: _____ FAX: (____) _____

COUNTY OF YORK, VIRGINIA

7.1 ITEM #4: 20' X 36' LAMINATED WOOD SHELTER

7.2 Quantity: One (1)

7.3 Description: The Raleigh by EnWood Structures, LLC is a pre-fabricated standard shelter package complete, including roofing felt, galvanized steel columns, shingles, and all connecting hardware and nails needed for proper installation.

7.4 Application: General purposes, the laminated wood shelter is to be used in a County park and recreation setting.

7.5 Specifications same as County specifications above (Section 4.4)

8.0 INFORMATION FOR BIDDERS:

- A. Prices should be stated in units of quantity specified, with packing and delivery to destination included; less Federal, State and local taxes.
- B. The time of proposed delivery must be stated in definite terms. If time of delivery for different commodities varies, the bidder shall so state.
- C. Samples, when requested, must be furnished free of expense, and if not destroyed will, upon request, be returned at the bidder's risk and expense.
- D. Quotations must show unit price, amount and grand total. In case of error in the extension of prices, the unit price shall govern.
- E. Unless qualified by the provision "NO SUBSTITUTE", the use of the name of a manufacturer, brand, make or catalog designation in specifying an item does not restrict bidders to the manufacturer, brand, make or catalog designation identification. This is used simply to indicate the character, quality and/or performance equivalence of the commodity desired, but the commodity on which bids are submitted must be of such character, quality and/or performance equivalence that it will serve the purpose for which it is to be used equally as well as that specified. In submitting bids on a commodity other than as specified, bidder shall furnish complete data and identification with respect to the alternate commodity he proposes to furnish.

Consideration will be given to bids submitted on alternate commodities to the extent that such action is deemed to serve best the interests of the County. If the Bidder does not indicate that the commodity he proposes to furnish is other than specified, it will be construed to mean that the Bidder proposes to furnish the exact commodity described.

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- F. Award will be made to the lowest responsible and responsive bidder. The quality of the articles to be supplied their conformity with the specifications, their suitability to the requirements of the County, and the delivery terms will be taken into consideration in making the award.
- G. The County reserves the right to award by item, groups of items or total bid; to reject any and all bids in whole or in part, and to waive any informality or technical defects if, in its judgment, the best interests of the County will be served.
- H. Cash discounts may be offered by bidder for prompt payment of bills. Such discount will not be taken into consideration in determining the low bidder but will be taken into consideration in awarding tie bids. The discount period will be computed from the date delivery is accepted at destination or from date correct invoice is received by the consignee, whichever is the later date.
- I. Acceptance of a bid by the County is not an order to ship.
- J. Each bid is received with the understanding that the acceptance in writing by the County of the offer to furnish any or all of the commodities and/or services described therein, shall constitute a contract between the bidder and the County, which shall bind the bidder on his part to furnish and deliver the articles quoted on at the prices stated and in accordance with the conditions of said accepted bid; and the County on its part to order from such bidder, except for causes beyond reasonable control; and to pay for, at the agreed prices, all articles specified and delivered.
- K. Any equipment delivered must be standard new equipment latest model, except as otherwise specifically stated in bid. Where any part or nominal appurtenances of equipment is not described, it shall be understood that all the equipment and appurtenances which are usually provided in the manufacturer's stock model shall be furnished.
- L. The contractor guarantees to save the County, its agents or employees, harmless from liability of any nature or kind, for use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, articles or appliances furnished or used in the performance of the contract, or which the contractor is not the patentee, assignee or licensee. This clause shall be deemed to be incorporated into any contract awarded as a consequence of this bid.

Please return by: 01/09/04

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- M. All prices and notations must be in ink or typewritten. No erasures permitted. Mistakes may be crossed out and corrections made in ink adjacent and must be initialed and dated in ink by person signing quotations.
- N. All quotations must be signed with the firm name and be signed by an officer or authorized employee of the firm. In the case of a corporation, the title of the officer signing must be stated and each officer must be duly authorized. In the case of a partnership, the signature of at least one of the partners must follow the firm name using the term "member of the firm" or "general partner". In the case of a limited liability company, the bid must be signed by the manager (if any) or by a member.
- O. Verify your quotations before submission as they cannot be withdrawn or corrected after being opened. Unless otherwise specified herein, bidder agrees to hold the price(s) for sixty (60) calendar days from bid opening date.
- P. If you do not quote, return this sheet and state reason. Otherwise your name may be removed from our mailing list.
- Q. Length of time for delivery as well as price may be considered in awarding of bid.

9.0 Warranty and Technical Service Information

- 9.1 **Warranty Information:** Please state the comprehensive warranty that is available for the units that have been specified and the cost associated with each. The manufacturer must submit with their bids the latest printed warranty information on the units they propose to furnish. Information must include quality certifications, protection programs, term coverage, road service information, and availability of factory sponsored training schools for customer technicians.
- 9.2 **Delivery:** Upon delivery of equipment, vendor shall provide written instruction on service/maintenance of the shelter.

10.0 PRICING INFORMATION:

Will you hold these prices firm until July 1, 2004 _____ YES _____ NO The following price quotations are good for a period of _____ days.

Please return by: 01/09/04

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COUNTY OF YORK, VIRGINIA

10.1 TOTAL COST BID QUOTATION ITEM #1:
12' x 12' LAMINATED WOOD SHELTER

ITEM #1 : _____

10.2 BASE BID PURCHASE PRICE: _____

10.3 CREDIT/DEDUCT FOR NOT GALVANIZING
COLUMNS: _____

10.4 CREDIT/DEDUCT FOR NOT FURNISHING T&G WOOD
AND FASCIA MATERIAL: _____

10.5 CREDIT/DEDUCT COST FOR NOT FURNISHING 30 YEAR SHINGLES, 30 POUND FELT
AND NAILS: _____

10.6 EARLIEST POSSIBLE DELIVERY DATE: _____

.....

10.7 TOTAL COST BID QUOTATION ITEM #2:
20' x 20' LAMINATED WOOD SHELTER

ITEM #2 : _____

10.8 BASE BID PURCHASE PRICE: _____

10.9 CREDIT/DEDUCT FOR NOT GALVANIZING
COLUMNS: _____

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Address: _____ FAX: (____) _____

COUNTY OF YORK, VIRGINIA

10.10 CREDIT/DEDUCT FOR NOT FURNISHING T&G WOOD AND FASCIA
MATERIAL: _____

10.11 CREDIT/DEDUCT COST FOR NOT FURNISHING 30 YEAR SHINGLES, 30 POUND FELT
AND NAILS _____

10.12 EARLIEST POSSIBLE DELIVERY DATE: _____

10.13 TOTAL COST BID QUOTATION ITEM #3:
20' x 28' LAMINATED WOOD SHELTER

ITEM #3: _____

10.14 BASE BID PURCHASE PRICE: _____

10.15 CREDIT/DEDUCT FOR NOT GALVANIZING
COLUMNS: _____

10.16 CREDIT/DEDUCT FOR NOT FURNISHING T&G WOOD AND FASCIA
MATERIAL: _____

10.17 CREDIT/DEDUCT COST FOR NOT FURNISHING 30 YEAR SHINGLES, 30 POUND FELT
AND NAILS: _____

10.18 EARLIEST POSSIBLE DELIVERY DATE: _____

10.19 TOTAL COST BID QUOTATION ITEM #4:
20' x 36' LAMINATED WOOD SHELTER

ITEM #4 : _____

10.20 BASE BID PURCHASE PRICE: _____

Please return by: 01/09/04

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Address: _____ FAX: (____) _____

COUNTY OF YORK, VIRGINIA

10.21 CREDIT/DEDUCT FOR NOT GALVANIZING
COLUMNS: _____

10.22 CREDIT/DEDUCT FOR NOT FURNISHING T&G WOOD AND FASCIA
MATERIAL: _____

10.23 CREDIT/DEDUCT COST FOR NOT FURNISHING 30 YEAR SHINGLES, 30 POUND FELT
AND NAILS: _____

10.24 EARLIEST POSSIBLE DELIVERY DATE: _____

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MANUFACTURER'S NAME: _____

MANUFACTURER'S ADDRESS: _____

MANUFACTURER'S TELEPHONE: _____

DATE: _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE:

INSURANCE: (Revised 10/92)

The contractor shall carry insurance in the amount specified below, including the Contractual Liability assumed by the contractor and shall deliver certificates of insurance from carriers acceptable to the owner specifying such limits, along with a proper endorsement naming the "County of York, its Officers, Agents and Employees" as Additional Insured on a primary basis (Form No. GL-20-10) on applicable policy(s). The provisions of this paragraph shall be deemed include included in the contract as if fully set out therein.

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Address: _____ FAX: (____) _____

COUNTY OF YORK, VIRGINIA

Worker's Compensation and Employer's Liability Coverage A - Statutory Requirement
Coverage B - \$100,000; \$100,000; \$500,000

Comprehensive Automobile Liability, including Owned, Non-Owned
Hired Car Coverage.

Limits of Liability - \$500,000 Per Occurrence Bodily Injury or Property Damage.

Commercial General Liability

Limits of Liability - \$500,000 Per Occurrence Bodily Injury or Property Damage.

Contractual Liability includes the Contractual liability assumed hereunder.

Completed Operations Insurance, to remain in full effect until the date of acceptance of the project by the Owner.

END OF QUOTATION

Please return by: 01/09/04

Shipment can be made in ____ Days. Terms: _____

Name of firm: _____ Fed. Tax ID# _____

By: _____ Phone: (____) _____

Address: _____ FAX: (____) _____